



# लक्षद्वीप का राजपत्र The Lakshadweep Gazette

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GOVT.OF INDIA/ भारत सरकार  
LAKSHADWEEP ADMINISTRATION / लक्षद्वीप प्रशासन  
COLLECTORATE / समाहर्ता कार्यालय  
KAVARATTI/ कवारत्ती -682555

F. No. F-15/1/2020-COL/484

Dated.16.05.2025

## **NOTIFICATION**

In partial modification of the earlier **Notification No. F-15/1/2020-COL dated 08.02.2023**, and in continuation of the **corrigendum and clarification notes** issued pursuant to Notification of even number dated **01.05.2025**, the **District Collector, Union Territory of Lakshadweep**, being the competent authority, hereby **notifies the following amendments and updated guidelines** related to the issuance of **Trade, Dealership, Business, and Shop Licenses** for public information and strict compliance:

### **1. Extension of Trade License Validity Period**

The validity period of trade licenses is extended from **one year to three years**. This step aligns with the Government of India's vision to promote *Ease of Doing Business*, minimize administrative burdens, and ensure uninterrupted business operations.

### **2. Revision of Application Fee**

The **application fee for Trade/Dealership/Business/Shop Licenses** has been revised from **₹50 to ₹150**. This **uniform fee of ₹150** shall be applicable for **both fresh applications and renewals** of Trade Licenses.

### **3. Updated Guidelines for License Application**

All applicants are directed to follow the guidelines below until the process is fully integrated into the online services portal:

1. Applications must be submitted in the prescribed format available at the respective office.
2. A non-refundable application stamp worth **₹150** must be affixed.
3. Attach certified copies of:
  - o Possession Certificate
  - o Title Deed of the land and building



4. An **Environmental Clearance Certificate** must be obtained from the competent authority, confirming hygiene and cleanliness standards.
5. **Fire Safety Measures** must be implemented as per consultation with the Lakshadweep Fire Force Department. A valid **Fire Safety Certificate** is mandatory.
6. Based on the nature of the trade:
  - o A **Food Safety Certificate** must be obtained for food-related businesses.
  - o A certificate from the Inspector, Weights & Measures confirming the accuracy of weighing/measuring devices is required.
7. In case of land use conversion, attach a certified copy of permission obtained from the Revenue Authority under the **Lakshadweep Land Diversion Rules, 2003**.
8. For businesses proposed in rented/leased buildings, certified copies of the building owner's title deed, possession certificate, and a **No Objection Certificate (NOC)** from the owner must be submitted.
9. Applicants may apply for a new Trade License at any time. Upon successful scrutiny of the application, the license will be issued with a validity period ending on 31<sup>st</sup> December of the third year from the date of issue.
10. As far as possible, applications for renewal of Trade Licenses should be submitted on or before 31<sup>st</sup> October of the year in which the license is due to expire.
11. However, renewal applications submitted after the license expiry date (i.e., post 31<sup>st</sup> December of the third year) shall be subject to a late fee of ₹100/-.
12. The license shall be cancelled immediately if unauthorized goods are stored or sold.
13. Sale of tobacco products is strictly prohibited within a 100-meter radius of any educational institution.
14. The licensing authority reserves the right to suspend, revoke, or impose a penalty of ₹1000 for violations of license conditions.
15. The District Collector may issue further clarifications or guidelines with the approval of the Hon'ble Administrator (Reference: Diary No. 27 dated 08.02.2023).



#### 4. Advisory on Trade Practices

All license holders and applicants are advised to:

- **Ensure compliance with applicable central and local trade regulations**, including GST registration and regular tax filings, where applicable.
- **Avoid engagement in prohibited or hazardous trade practices** that pose risks to public health or safety.
- **Display the license prominently** at the place of business and cooperate with inspection teams from local authorities.
- **Maintain transparent and ethical business conduct**, especially in weights and measures, food quality, and billing.
- **Use digitized payment systems** to support the UT Administration's digital initiative.

This notification comes into effect **immediately** and is issued with the approval of the District Collector, Union Territory of Lakshadweep, under Diary No. 1126 dated 16/05/2025.

Sd/-  
(SHIVAM CHANDRA, AIS)  
Additional District Magistrate (HQ)